



CNH | KEY CLUB

MEETING MINUTES

DISTRICT BOARD

1/04/25

MEETING AT A GLANCE

MEETING DETAILS

Meeting Led By Governor Austin Alves

Location: Santa Maria Inn

CALL TO ORDER: 10:50 AM PDT

ADJOURNMENT: 3:12 PM PDT

Attendance Report - See Appendix A for a complete report

EXECUTIVES 3/3 **Lt. Governors** 73/80 **LT** 11/11 **GUESTS** 9 **QUORUM** YES

Summation of Topics Discussed

- [ACTION] Approval of Parliamentarian | PASSED
- [ACTION] Agenda Amendments | PASSED
- Declaration of Vacancy in Division 31 and Division 39
- [ACTION] Appointment of Division 04 Central Lt. Governor Aliyah Soto | PASSED
- [ACTION] Authorization to use PTP/YES! Donations as Dunlap Matching Funds | PASSED
- [ACTION] Approval of DCON Code of Conduct | PASSED *SEE **APPENDIX B** for a full list of the club breakdown
- [ACTION] Approval of Region 8 Realignment | PASSED
- Thirst Project Update
- UNICEF Update
- [ACTION] 2025-2026 District Board Training Amendments | FAILED

MEETING MINUTES

MEETING CALLED TO ORDER AT 10:50 AM PDT

Approval of Parliamentarian

RESOLVED: That the CNH Board approves Marshall Roberson as Parliamentarian

[M: Corey Umamoto, D19N Lt. Governor | S: Jordin Sasha Danaram, D16N Lt. Governor | PASSED]

Pledge of Allegiance

Pledge led by provided by Tyler Moran, D28S Lt. Governor

Key Club Pledge

Pledge led by provided by Ariel Yeater, D28W Lt. Governor

INVOCATION

Provided by Jacklyn Song, D03S Lt. Governor

Good Morning District Board!

To start off, I want to express how honored I am to stand before you all, each of us at different stages, heading down various paths. As we prepare to begin new journeys, whether it be planning to move to the East Coast, running for higher office in Key Club, or preparing for college life; it's easy to get caught up in the excitement of what lies ahead of us. But today, I want to remind you of what connects us all together, no matter where life takes us.

As the term comes to its end, remember that we are all leaving with something shared in our hearts that will never fade even as we move on to different experiences and places: our passion to serve and the charm that makes us uniquely who we are: Adorabees!

This year, I've learned that service is not just about recognition or simply reaching our set goals. It's about our desire to uplift and make a difference in our community. It's about finding purpose, even in the smallest of tasks like cells in our MRFs or update forms. And as we each move forward, that passion will continue to burn brightly within us. It is a flame that no distance or change can extinguish.

But it's not just our passion that we share. It's our charm. Each of us brings our own sets of qualities that truly brighten each training conference. Even now I cannot completely process all of the memories I've made with you all. I truly believe I've found a second family that stretches across California, Nevada, and Hawai'i

I hope you all remember the memories we've created together this term—the laughter, the challenges, and the triumphs. No matter where we go after this term, these memories will live on within us, serving as a reminder of the bonds we've formed and the work we've accomplished.

As our term together is coming to an end, I ask that you hold onto these shared values, hold onto the passion to serve others, and hold onto your charm. They are the threads that connect us, no matter the distance.

We may be going in different directions, but what we've shared here today and during this term, what we've created and experienced together, will forever be a part of us. And that's something no path can ever take away.

Thank you.

REMARKS/REPORTS

CNH Kiwanis Governor Report

Provided by Doug Frost, Kiwanis Governor Elect

- Leadership is a privilege that we all have the opportunity to partake in
- Opportunity to have fun in Key Club and make so many friends
- Seize those opportunities!

CNH Children's Fund Remarks

Provided by Dr. Valerie Brown-Klingelhofer, Representative for the Children's Fund Foundation

- Apply for scholarships!
- Email valbk.kiwanis@gmail.com to get more information on scholarships
- For every \$2.50 you raise, you are helping one child
- All clubs, all members can raise money for PTP
- You have done an amazing job raising awareness for

SLP Remarks

Provided by Tim Cuning, CNH SLP Director

- Have a great time today!

District Administrator Report

Provided by Geoff Tobias, Administrator

- No food and beverage in the hotel
- Remember to maintain etiquette

AGENDA AMENDMENTS

Addition of DCON Code of Conduct Approval **Addition of Division 13 West Realignment**

RESOLVED: That the CNH Board approves the following two additions to the agenda.
[M: Anna Tamayo, D13N LTG | S: Emily Nguyen, D02S LTG, PASSED]

Kiwanis International Remarks

Provided by Kiwanis President Lee Kuan Yong

- So happy to be here with all of the Key Clubbers
- Kiwanis board is only 20 members!
- Kiwanis is celebrating 110 years old!
- Both key club and Kiwanis are celebrating a great milestone
 - Both are hand in hand in serving the children of the world
- Kiwanis is in 80 countries around the world
- The opening of a Kiwanis club is opening the capacity to serve the community and the children
- Goal: Open 425 new kiwanis clubs around the world
 - Presence needs to be in more communities around the world
- Kiwanis has 52 districts
 - Taiwan district has 20,000+ members!
- Was very impressed with our organization
- Excited to support all SLP programs in the future, and hopes to work together to serve more children and more communities in the future!

District Governor Report

Provided by District Governor Austin Alves

Buzz Buzz AdoraBEES!

Can you believe that we're already at Winter Board Training Conference? This is the last time we will all be seeing each other before our retirements at DCON. I don't know if it's just me, but even though it's been 9 months since the term has started, sometimes it feels like these 9 months have flown by. And honestly, the next 3 months will fly by too. In the blink of an eye, we'll be at DCON 2025.

So with such little time left, I'd like to leave you all with a question that I hope will stick with you until the end of the term:

What will your legacy as a Lieutenant Governor be?

When we walk off the stage on the last day of District Convention, this board will be officially retired. The term will have ended, and along with it, your tenure as Lieutenant Governor.

After that, how will people remember you? As a kind, compassionate leader who went out of their way to make new members feel comfortable at events? Or maybe as a patient, but firm leader who commands respect? Or perhaps as a driven, hard worker who was able to surpass your division goals?

Over the next 3 months, that'll be up to you to decide. These last 3 months will be essential to cementing what your legacy will be.

But also, they're a testament to your dedication. Will you do the bare minimum to satisfy your duties, or will you bring your commitment and service to a higher level, and finish off the term strong?

This especially applies to those of you who are seniors. Once the external forces of college applications are done, how much intrinsic passion will you really have left?

Will you apply for distinguished recognition to receive a token of the efforts you put into this position? Or will you finish the term empty handed?

What kind of leader will you be once there is nothing, besides your own intrinsic motivation, your own dignity, to keep you going?

Make no mistake, there will also be many others relying on you. Your clubs, officers, your successor; they all will depend on you to ensure a smooth transition into the next term.

AdoraBEES, the future of our 20,000+ member District rests in our hands. Let's make sure that that "future" is safe, stable, and even brighter than the one we inherited a year ago.

District Secretary Report

Provided by District Secretary Tak Nishida

What's Poppin' Adorabees! I hope you all had an amazing first day of WBTC yesterday, and are excited for the multiple presentations and bondings we have planned! The following is my board report:

Service Hours

As of the December 10th DMRF submission date, our District has served 205,617 hours, approximately 48.38% of our District Goal of 425,000 hours served by DCON 2025. With recognition awards such as MRP and AAR right around the corner, it is VITAL that you make sure all of your clubs have updated their service hour totals. One common mistake is when clubs don't input their service events into the project section of the monthly tab in their MRF, which leads to the incorrect tracking of their total service hours. BEE sure to check all of your clubs' MRF submissions from prior months, to not let any service hours slip through our reports!

I would now like to give a special thanks to the 5 divisions who have served the most hours thus far:

5th most is D28S with 6977 hours served, 4th most is D04N with 7153 hours served, 3rd most is D12S with 8687 hours served, 2nd most is D35W with 9840 hours served, and the division that has completed the most hours of service is D22M with 14,808 hours served! Please give all of these divisions a huge round of applause!

Additionally, I would like to recognize the divisions who have already met their service hour goal for the term. Congratulations to D07N, D11, D14, and D20! Please give them all a huge round of applause as well!

Lastly, I would like to recognize the Lieutenant Governors and Divisions who have completed 100% on time submissions!

Recognition

As I mentioned prior, these upcoming months are incredibly important. This month's DMRF submission should include your Quarter 3 reflections, by both you and your Region Advisor. Furthermore, the following submission is when you all will be responsible for manually entering each of your clubs' AAR scores from their MRF. During this time you will also be tasked with reporting MRP from your division. Both of these large scale awards are ultimately up to you to submit, so don't procrastinate! Reach out to Sarah or myself with any questions related to your clubs' AAR scores or MRP results!

Closing

As we near the end of the term, it is vital that we don't give up on any of the aspects of key club. Whether it be service, fundraising, or still pushing your clubs to get even more members to join. These last few months in the term often become "dead months", where we feel the burnout and lay off the gas. But just like any good race, we can't ease up before the finish line. I'm excited to see the final strides you all take, to propel yourselves and your divisions through the end of the term!

Thus concludes my board report.

District Treasurer Report

Provided by District Treasurer Elizabeth Gilmore

BUZZ BUZZ' Adorabees!

I hope you all have had a great holiday season and are enjoying winter board so far.

With that the following is my Treasurer's report:

So far we have raised 72,480.24 dollars towards PTP and YES initiative as of November 10. Good job on your hard work so far and as our amazing Dr.Valerie noted, your contributions do make a huge difference so please continue to use the last few months to make the most of the term and our goals; I would also recommend taking advantage of this cozy season to host fundraisers such as ice-skating events, hot cocoa sales, or other winter activities.

In regards to membership we currently have 19,831 dues paid members as of December 18, this is 61% of our goal of 32,00 dues paid members. At this point, the online dues paid deadline has passed, any clubs in your division that have not met this deadline are considered delinquent which will disqualify these clubs from receiving recognition. You should be receiving emails from me with the lists of clubs within your division that are delinquent. While the immediate deadline is passed it is still crucial that these clubs turn in their dues so that their club charter is not at risk. If the club is not dues paid by february 1st they are considered suspended, in which case they would need to use a suspended roster in order to pay for their dues. Ultimately if the clubs do not pay their dues for this year they will be considered inactive and will be at risk of having their charter revoked if they do not submit a reactivation fee.

Moral of the story is to please have your clubs pay their dues as soon as possible if they have not done so.

So please relay this information to any delinquent clubs in your division and refer to my dues payment resources for assistance. Also feel free to reach out to me if you have any questions regarding dues payment or otherwise.

One final note as we near the end of the term is to utilize your vouching budgets. If we could have it up on the screen here you can see the amount each of you have remaining in your budgets. This is a bit small so you can also refer to the vouching materials I sent that include a link to this budget list. I'll also remind you that vouching is a section of the distinguished lieutenant governor portfolio that counts for points.

With these reminders said, This officially concludes my board report and I hope you all have a great rest of your winter board.

International Trustee Remarks

Provided by International Trustee Ariana Lee

Communications Committee: We are still working on implementing an international podcast. It will be posted on the I-Board's official Instagram account and Spotify.

Global Relations: As GER was a major aspect of our committee, we are now shifting towards international/non-district communication. Thus, we are working closely with international clubs and creating a massive informational document with basic information that non-districted areas can utilize.

Programs and Partners: We are still working towards implementing the service project guidebook and finalizing the paperwork for our collaboration with the nature conservancy. Individually, I completed an interview with an Erika's Lighthouse representative to post on the I-Board's Instagram account—detailing the origins of the organization and numerous mental health resources!

DEI Taskforce: The DEI taskforce has already had three meetings. We finalized a rough draft for a DEI manual that will be distributed to the districts. It details the ways members can lead in a way that acknowledges DEI and the ways KCI has implemented DEI measures. Additionally, we are planning a DEI leadership webinar that will be set up similar to GER—including a keynote speaker and workshops that delve into DEI aspects. Some DEI workshop theme ideas include making Key Club welcoming for those with disabilities and acknowledging your implicit biases within leadership. More information, such as dates, will be published soon.

Finally, the centennial challenge!! As a reminder, to achieve the centennial challenge, CNH needs to have 33,803 members, 426,329 service hours, 1,183 DCON attendees, post at least one Instagram post about the Centennial Challenge, donate \$2860 to preferred charities, and donate anything to the birthday fundraiser. Although it may appear difficult, it is possible, and I am here to help you all through the way

District News Editor

Provided by District News Editor Nia Danelia

Buzz Buzz Adorabees! I hope everyone had a wonderful holiday season with your loved ones and had fun reconnecting with your fellow District Board members yesterday. Without further ado, as follows is my board report.

Newsletters

- As of today, there have been a total of 8 issues of The Pollen Press that have been published on Issuu and the Cyberkey.
- I will begin sending out reminders to both club and division news editors about their respective contests.

Submissions

- **Articles and Visuals** are due on the **15th of every month by 6 PM**. Please remember to submit a minimum of 3 articles and 3 visuals. Otherwise, your submissions will not be counted.
- **Newsletters** are due on the **20th of each month by 6 PM**.
- As Secretary Tak has mentioned, Division Updates and DCM Agendas are also **due on the 20th of each month by 6 PM**.
- There has been an email sent out regarding the third round of newsletter feedback/ general support for DNE's. More information will be coming out soon
- Though the term is coming to an end soon, I would like to remind you all that continuing to submit is still very important. Please be sure to encourage your DNEs to submit, and ask for extensions when needed.

Manuals and Guides

- A Division News Editor manual is in the process of being updated and created.

District Technology Editor

Provided by District Technology Editor Vera Faith Del Rio

Buzz buzz Adorabeez!! I hope you have been enjoying your winter break so far, and are enjoying your stay at Winter Board thus far. My name is Vera Faith Del Rio, your District Technology Editor, and without further ado, here is my final board report!

Cyberkey Analytics

Below are the Cyberkey Analytics of the top three pages viewed from the past 90 days.

Top three pages:

- Home:
 - 7.9k views, 4,347 users
- Divisions:
 - 2.1k views, 1,141 users
- Search:
 - 1.8k views, 527 users

The Cyberkey serves as one of the main information sources for your members and you, so that being said, please continue to publicize the Cyberkey through division social media, newsletters, etc.

Cyberkey Updates/Fixes

Since the Summer Board Training Conference, the District Technology Team and I have been working to update and re-design certain pages of the Cyberkey for improved visuals and technical fixes. Since July, the pages that have been updated or newly created include: Home, Divisions, Newsletter, District Convention, Member Recognition, Articles, Club Officers, Scholarships & Grants, Kiwanis Family & Foundation, Member Resources, Graphics & Marketing, Fall Rally North/South, and Divisions. These pages include but are not limited to: new bee graphics, better readability, information and deadline updates, updated carousel images, and new and updated banners. Presently and during the next few months, I will continue working with my District Technology Team to fix the mobile responsiveness of pages to ensure a smoother experience on mobile for the Cyberkey, and the production of the Cyberkey app.

Moreover, if you have any suggestions or additions for the Cyberkey, please do not hesitate to let me know!

DCON Website

The District Technology Team and I have already begun working on the DCON 2025 website. We held two meetings and are deciding to use Wordpress or Wix to build the website. In the next 2 months, we will be working on designing the pages for the website and will later add information from the DCON Committee. By March, I plan on releasing a final draft of the DCON website, and integrating it onto the released CNH app.

Please be sure to publicize this to your members who are attending the convention once it is complete!

Upcoming Plans

For the next few months, I will continue to work on the development of the DCON website and Cyberkey app. Additionally, MR Chair and I are continuing to work on the District Website Contest Judging. The DTT will be working on improving mobile-responsiveness across all pages of the Cyberkey, and I hope to be able to include their personal goals for the website as well!

That's all for this report! Thank you and I hope you have a wonderful rest of your Winter Board!

District Visual Media Editor

Provided by District Visual Media Editor Cassie Nguyen

What's Poppin' District Board! My name is Cassie Nguyen and I serve as your District Visual Media Editor! I hope your winter break has been going well. The following is my Board Report!

FALL RALLY

The District Visual Media Team and I have been working diligently to produce promotional materials before, during, and after Fall Rally.

First, in collaboration with the DTT, we created Fall Rally and DCON filters for members to use! DVMT also worked to produce GIFS and graphics which has improved our engagement in social media. Additionally, DVMT have edited throwback Fall Rally velocity edits which have garnered a lot of attention (Averaging 15 thousand views each)! These were edited by Andre Nguyen, Asim Shariff, and Savina Basquez. DVMT has also completed a great Fall Rally Recap Video for Youtube, which will be posted next week alongside additional velocity edits.

FALL RALLY MEDIA TEAM

This term, alongside CM Chair IZZY, DTE FAITH, and DNE NIA organized the Fall Rally Media Team for 2024 which specializes in photographing and recording videos at Fall Rally. We collected a lot more content from Fall Rally that can be used in future videos, graphics, and promo.

DCON GIFS/GRAPHICS

DVMT has been and is currently working to produce more DCON GIFS and graphics with some that include those that match the theme and more general ones. We are also in the process of creating session videos and graphics for the actual event!

VIDEO SERIES

In October, DVMT worked with the KFF Committee and KFF Chair Leya to produce the My Cup of T Video Series. From November 16 to November 18, DVMT members Andre Nguyen and Asim Shariff edited two DCON promotional videos in collaboration with DCON Chair Tristan. It includes videos answering "what is dcon" and "how to fundraise for dcon."

CM/CYBERKEY

Not only has the DVMT been excelling at their own tasks, but they have also worked in collaboration with the Communications & Marketing Committee and the Cyberkey. They created Instagram promotional posts about CNH GIFS, social media platforms, and the public drive.

District Visual Media Editor - CONTINUED

Provided by District Visual Media Editor Cassie Nguyen

UPCOMING PIE SERIES (SLICE OF PIE)

Currently in progress with my DVMT and in collaboration with the Policy and International Elections Committee is the PIE Series, Slice of Pie, which is planned to be released in late January.

DCON FILMING

I've been filming throughout WBTC, for the Parody and Farewell videos. I'd like to thank LTGS for cooperating, my fellow digi-bees, and Mr. Chang who have helped me!

BUZZIN BREAK

We currently have 5 videos of Buzzin' Break posted, featuring DGOV AUSTIN, DSEC TAK, DTREAS ELIZABETH, ALL THE DIGIBEES, and DCON CHAIR TRISTAN. I want to thank the Leadership Team for participating in this series and providing the information to our members.

ANALYTICS

I will be sharing stats from October to present.

INSTAGRAM

Since the Summer Board training conference, our Instagram page has had a greater increase of posts, as a result of a consistent posting schedule. We have reached **49,700** accounts, amounted **676.6K** views, with **19,697 profile visits**. This is amazing news since it showcases that an increase in consistent posting can also increase our viewer count and the audience that is reached by our posts. Our current following on Instagram is **11K**. Our most popular post on Instagram is the Fall Rally Packing List from the CM Committee with a total of **29,300** views.

YOUTUBE

Looking at the analytics on Youtube starting from SuBTC to now, we have gotten an average of **2.5K views**. Our total watch time since then has been **61.8 hours**. We currently have **1.17K followers**.

Thank you so much for buzzy bees for listening to my board report! I hope you have a great time at the rest of our training conference. Buzz out!

Communications & Marketing

Provided by Communications & Marketing Chair Isabelle Schinzing

What's Popping District Board!

I hope everyone has had a restful winter break thus far. The following is my board report:

Communication

As of the January board meeting all CM liaisons have been in close contact with their assigned committees. Currently we have been in close communication with the DCON and KFF committee to help promote upcoming initiatives. We currently have worked on assisting with KFF promotion of Scholarships & Grants in addition to the upcoming Kiwins X Key Club graphic.

As for DCON, the CM committee has completed graphic requests to promote DCON registration, DCON pin reveal, and hotel information. These graphics will be posted throughout this month to ensure proper promotion on these initiatives.

Marketing

To further assist with promotion of District Convention 2025 the committee has also prepared our DCON marketing campaign. This campaign includes a marketing resource folder and our overlay requests.

In the new DCON resource folder you can find premade promotional flyers, instagram graphics, brochures, and more! I highly encourage each of you to share this resource to your clubs, and possibly utilize them on the division level, to help promote DCON in your area.

Furthermore, the other part of the DCON campaign includes our annual DCON overlay requests. The overlays consist of post and story overlays which members, officers, and Lieutenant Governors can request to share why they are excited to attend DCON 2025. Be sure to request an overlay, and encourage those in your division to do so as well! If you decide to share the overlays on social media, don't forget to tag @cnh_dcon and @cnh_keyclub.

The committee looks forward to seeing you all utilizing these resources soon! Until then, be sure to follow the District Convention Instagram for future updates and announcements from CM and DCON.

Conclusion

The CM committee has done amazing work thus far and I am excited for you all to use them soon. As always if you have any questions regarding marketing in general, feel free to reach out to me.

District Convention

Provided by District Convention Chair Tristan Decious

Introduction

What's Buzzin', Adorabees!

I hope you all had a festive holiday, and are enjoying Winter Board so far! Without further ado, I will present my 3rd board report:

DCON Registration

For the month of December, I have worked with Mr. Cunning, SAA Coordinator Anna Tamayo, and PIE Chair Carolyn Kao to compile necessary forms, sign-ups, and registration banner. Registration is planned to open on January 6th, but we are still waiting on hotel payment specifics before opening.

Registration Webinar

The DCON Committee has prepared a webinar to guide clubs through the registration process, outlining the required forms and essential information for ensuring their success. The webinar will take place on Youtube Live on January 20th at 7 P.M. An email will be sent out with more details.

Sponsorships

This term, we've successfully implemented sponsorships to enhance the membership's experience. The DCON Committee and I have actively engaged with businesses, seeking their support to ensure the convention's success. These funds will contribute to general sessions, workshops, training, and recognition awards. We have also established a Sponsorship Team throughout CNH to fulfill our goals and hopefully be implemented throughout the future.

Donation Exchange

The DCON Committee is working on bringing back the Donation Exchange as an opportunity to fundraise to our PTP and Yes! Initiative District Goal at District Convention. To refresh memories, the DCON Donation Exchange gives clubs and divisions a chance to sell their merchandise where ALL proceeds contribute to our goal. A sign-up form will be promoted in February so please keep a lookout.

Promotion

I have worked closely with DVME Cassie Nguyen and her Visual Media Team to promote a video series on the following topics: What is DCON and How to Fundraise. They are released both on the CNH Youtube and Instagram so feel free to watch and share. Throughout Winter Board, DCON Committee will film promotional reels that cover dress code, promoting specific aspects, and emphasizing why members should attend.

January Committee Meeting

The DCON Committee's meeting occurred on Friday, January 3rd, 2025 at 9 P.M. We first reviewed the tasks due such as reaching out to sponsorships, Google Form and Guidelines for the DCON Donation Exchange, email drafts, and more!

Closing Remarks

I hope you all had an AMAZING third quarter, getting TANGLED in the service we all love. If you have any further questions regarding the registration process or DCON, do not hesitate to reach out to me. I hope you have a phenomenal rest of your Winter Board and next stop, District Convention in Ontario, California! And that concludes my board report.

Kiwanis Family and Foundation

Provided by Kiwanis Family and Foundation Chair Leya Wu

Buzz Buzz Adorabees! Hope you're all enjoying WBTC so far. The following is my board report.

Preferred Charities

A 6 episode video series edited by the DVME Cassie Nguyen and her DVMT was released in October to educate members on the preferred charities. Each episode covered the history of each charity and how to donate. From October 7th-11th, we collaborated with CNH KIWIN'S for PTP Week with a spirit week to bring awareness to PTP.

KIWIN'S

In collaboration with the KIWIN'S KFF Committee, we are releasing the sign ups for a pen pal program. Members from Key Club and KIWIN'S will be paired up and tasked to complete monthly challenges to gain points and the pair with the most points by April will receive a prize at their respective DCON.

Scholarships and Grants

With the help of the CM committee, we are releasing a scholarship and grant infographic on the Youth Opportunities Fund, CNH Children's Fund, and other scholarships and grants with deadlines approaching.

Kiwanis Family Resources

The KFF committee has updated 5 manuals and are creating 2 new manuals that will be completed soon and released. DTE Faith and the DTT has helped KFF update the 5 manuals onto the cyberkey, as well as update Kiwanis Family and Foundation page and Scholarships and Grants page. KFF has also completed updates on the Kiwanis Family map which is available on the Cyberkey.

Kiwanis EXPO @ DCON

The KFF Committee has started brainstorming for the Kiwanis EXPO at DCON. We've decided to have 12 different booths each presenting on a Kiwanis Family related topic. Each booth will also include interactive activities and guest presenters. Members will have the opportunity to participate in a scavenger hunt that will take them to each booth to encourage them to participate in the activities and learn about the presented information. The KFF Committee is seeking Key Club shirt donations for prizes to those who complete the scavenger hunt. An email will be sent out with more information on the shirt donations.

This concludes my board report and I hope you all have a great time at Winter Board.

Membership Development and Education

Provided by Membership Education and Development Chair Rachel An

Hello District Board! My name is Rachel An and I serve as the Membership Development & Education Committee chair. The following is my board report.

Meetings & Core Calls

Since Summer Board Training Conference, we have held 5 meetings. At the end of Quarter 3 core calls were held with each committee member to aid them in division, region, district, and committee affairs.

Key Club 101 Webinar

On September 22nd, a Key Club 101 Webinar was held on the CNH Instagram Page. Members from MDE presented information about Key Club basics, Kiwanis structure and events, and recognition contests respectively. Key Club International's Global Leadership Certificate was also promoted during this time.

New Resources

The MDE Committee has been working diligently to provide two brand new resources since Summer Board Training Conference. The Training Conference Manual is set to be released at the end of this month and aims to help future Lt. Governors navigate the Training Conference planning process. It will cover topics such as training conference reports, how to secure a venue, promotion, presentations, guest speakers, and more! In addition to providing more support to the future terms, I am also working on updating the Lt. Governor Master Resource Drive that will lay the foundation for future elects to assimilate into their positions more smoothly. There will be content such as: DCM agenda templates, a Division financial tracker, Google Form templates, amongst many more!

Training Conference Presentation Revisions

After careful evaluation, the MDE Committee decided to combine overlapping Region Training Conference presentation topics to ensure all materials had valuable information. All presentations for Region Training Conference and Candidate Training Conference have been reviewed, revised, and released before their respective dates.

DCON Presenter Applications

District Convention presenter applications were released and there are two application periods. Application 1 is due Sunday, January 5 and application 2 is due Sunday, February 2 at 11:59 PM PST. Applicants must go through an interview process which will be held from January-March. Presenters can either provide their own approved presentation, otherwise they will be provided one. Members of the MDE Committee and District Board may be required to present if there are not enough presenters.

Closing Remarks

I have been extremely proud of my members and all of the amazing work that they have been doing. I see nothing but success in the future of both my members and the committee itself, and I continue to look forward to working with them every day. Thank you.

Membership Growth

Provided by Membership Growth Chair Amelia Gaspar

What's Buzzin' Adorabees!

My name is Amelia Gaspar and I serve as your Membership Growth Chair. The following is my board report:

Club Assistance Form Responses

The MG Committee released a Club Assistance Form to Lieutenant Governors with the purpose of providing advice for any troubles they are having. Since then, we have gotten two responses and have held deep discussions regarding specific advice we could give them. During these discussions, we have talked about our own experiences and successes in the hopes the other Lieutenant Governors will experience the same. The report given back to the Lieutenant Governors is more so focused on long term success and can be implemented with the help of their elect.

District Convention Participation

MG is currently working on what our expo will look like during District Convention 2025. Due to the high engagement from last year, we will use this time to collect data for future terms to see how we can increase the engagement within our district. So far, we've come up with a few questions to potentially engage the members. Next meeting, we will talk about potential incentives and see where we could utilize our committee budget. Additionally, we want to host a game or other activity at our booth which will be discussed at the next meeting.

Closing Remarks

All the members and subcommittees of Membership Growth are working hard to finish off the term strong. We are excited to represent our committee at DCON and hope to effectively collect data to be used by future terms.

This concludes my Board Report.

Membership Recognition

Provided by Membership Recognition Chair Sarah Ganiko

Happy 2025 Adorabees! I hope you are all having a wonderful time at Winter Board Training Conference in the spooKEY Santa Maria Inn! The following is my board report:

Region Assignments

Every month since Summer Board Training Conference, all committee members were tasked to send emails to their assigned regions where they provided more information about recognition and Division Judging. Committee members will continue to communicate on a monthly basis with resources provided by the committee. Please continue to read and respond to these emails accordingly.

CNH Contest Archive Google Classroom

As of January 3, 2025, the total number of potential contest applicants stands at 145. In comparison to last year's numbers for the number of interested applicants, there has been a slight decrease in the number of individuals. We hope that everyone makes an effort to personally encourage your members and officers to increase this number.

Website Contest

The Member Recognition Committee received 26 valid club and division website contest registrations and have been periodically judged by the Website Judging Committee, composed of District Technology Editor Vera Faith Del Rio and District Technology Team members, to ensure all submissions are being judged by qualified individuals who know the technicalities of websites. Later this month, the Website Judging Committee will complete its third and final round of judging. On behalf of the Member Recognition Committee, I would like to thank the District Technology Team for their continuous dedication towards serving as website judges as judging comes to a close.

DCON Preparations

In preparation for District Convention 2025, the Member Recognition Committee has designed and voted on the designs for the medal, ribbon, certificate, backstage passes, and general session spirit sticks. These materials were designed by D04W Lieutenant Governor Joshua Chang, D44N Lieutenant Governor Ashley Kim, D02N Lieutenant Governor Alex Zhao Chen, D07S Lieutenant Governor Kaylie Estonilo, and D10S Lieutenant Governor Oralee Tran.

District Judging Committee

Applications for the District Judging Committee are set to be released on January 11, 2025. The Member Recognition Committee is setting a goal of at least two district judges per division to ensure diversity in the District Judging Committee. For the committee's promotion, a promotional flyer will be posted on the District Instagram page. Applications will be due on January 25, 2025 at 6:00 PM local time, subject to change.

Division Judging Manual

The Division Judging Manual was sent to the CNH District Board on October 26, 2024. This manual has step-by-step procedures which all Lieutenant Governors must follow to conduct division judging. The manual also includes an application template, as well as multiple email templates to assist you in promoting division contest submissions and your division judging committee applications. If your Division Recognition Coordinators are managing division judging, please make copies of the documents for them as the original documents are shared with the CNH District Board only.

MRP Report Spreadsheet

On December 26, 2024, an email was sent to the CNH District Board containing instructions on how to complete and submit the Club and Division MRP Reports. Please continue to remind Club Secretaries to gather MRP information on their MRFs so they will have an easier time completing the MRP Report. The Division MRP is due on February 10, 2025 at 6:00 PM local time. If you do not submit the Division MRP Report by this deadline, your division will not receive any recognition, no exceptions. You are fully responsible for accurately completing and submitting the Division MRP by the stated deadline.

Closing

On behalf of the Member Recognition Committee, we hope to see your members, officers, advisors, clubs, and divisions recognized at DCON 2025! Thank you.

Policy, International Business, and Elections

Provided by Policy, International Business, and Elections Chair Carolyn Kao

Buzz Buzz Adorabees! My name is Carolyn Kao and I proudly serve you as your Policy, International Business, & Elections Chair. The following is my report:

Committee Communication

Since Summer Board, the PIE Committee has continued monthly meetings, where we review the monthly task document and discuss upcoming plans. Communication also occurs frequently over Messenger and email.

Candidate Training Conference Resources

The revised Candidate Training Conference Manual and Attendance Form were sent out in November. In addition, the online service agreements and Candidate Registration Forms have been emailed out and published on the Cyberkey for prospective candidates to complete.

Similar to last year, all Service Agreements and Candidate Registration Forms will be tracked on the Lieutenant Governor Candidate Tracker. This will be emailed out to the District Board as soon as a few logistics regarding submission of the online agreements are concluded.

Slice of PIE Video Series

In collaboration with the DVMT, Slice of PIE video series will be uploaded on the CNH YouTube channel in January. The series explains the basics of elections within Key Club: how to run for different Key Club positions, how to conduct club elections, and what it is like to serve as a Conclave and District Convention delegate.

I wish you all the best of luck in preparing for the upcoming elections season. With that, my board report is concluded. Thank you!

Service Projects

Provided by Service Projects Chair Alice Sar

What's Servin' Adorabees!

My name is Alice Sar and, as you know, I proudly serve as your Service Projects Chair for the 2024-2025 term. The following is my Board Report for Winter Board Training Conference.

Service at Fall Rally:

In November of 2024, the Service Projects Committee hosted our first ever service project at Fall Rally South. We wrote letters to Veterans, with over 75 participants. There was a lot to improve upon, but for the first time, it was a success.

Spotlight on Service Program:

Currently, we are working on publishing all of the Spotlight on Service Program manuals for the rest of the term. Additionally, we are working on creating a template for manuals, which can be used next term for consistent manual publication. We are recognizing SOSP submissions through the District Newsletter.

Quarter 3 Core Calls:

The Service Projects Committee has individually completed Quarter 3 Core Calls with me. During these calls, we went over Division goals, succession, and went over feedback regarding Service Projects Committee logistics.

District Convention Service Expo:

Each year, the Service Projects Committee invites the entire CNH District to participate in a service exposition at District Convention. Clubs are able to showcase their individual service projects that they have hosted throughout the year. This allows for clubs to share ideas and inspire other clubs to serve. There is a post that will be distributed throughout Instagram, along with a Google Form. There will also be a promotional reel posted on Instagram. Lastly, there will be a District-wide email sent out to promote participation in the Service Expo.

District Convention Hands-On Service Project:

Initiated last term, we will continue to host two hands-on service projects at District Convention that benefit the local community. Currently, we are in the process of reaching out to local organizations, and gathering materials for these projects. There will be a promotional reel released on Instagram promoting participation in the service project.

Thirst Project Promotion Week:

The Service Projects Committee is currently working on a Thirst Project Promotion Week, which will take place from February 10 to February 14. The goal is to educate members on the Thirst Project, and create hype around it. The week will feature a kickoff video to be posted on YouTube and Instagram, several promotional reels, and educational posts detailing what the Thirst Project is.

Governor's Project Revisions:

The Service Project Committee is working to revise the Governor's Project. Traditionally, the Governor's Project was chosen every two years by the Service Projects Committee. The task of promoting the Governor's Project was also the SP Committee's job. However, we are working to revise it so that the District Governor annually chooses their own project to champion throughout their entire term. This allows the Governor to take ownership of their own project, and for the Governor to put forth an issue and work to resolve it. The Governor would then present their project to the SP Committee at the first training conference of the year, and work alongside SP to carry out initiatives. Currently, we are in the process of revising the policy manual with the PIE committee to carry out this change.

Closing Remarks

Thank you all for listening, and let's finish out this term strong!

LIEUTENANT GOVERNOR BUSINESS

Declaration of Division 31 and Division 39 Vacancy

Approval of Appointment of Division 04 Central Lt. Governor Aliyah Soto

RESOLVED: That the CNH Board approves all executive, appointed, and committee reports
[M: Josh Chang, D04W LTG | S: Devin Le, D30S LTG, PASSED]

NEW BUSINESS

Authorization to use PTP/YES! Donations as Dunlap Matching Funds

RESOLVED: That the CNH Board authorizes the use of PTP/YES! Donations for Dunlap Matching Funds
[M: Tyler Moran, D28S LTG | S: Tamara Lum, D22H LTG, PASSED]

Approval of DCON Code of Conduct

RESOLVED: That the CNH Board approves the DCON Code of Conduct
[M: Isabella Cardenas, D LTG | S: Rylen Talaro, D22K LTG, PASSED]

Approval of Region 8 Realignment [SEE APPENDIX B]

- Affecting Divisions 19N, 19S, 13N, 13W, 13S, and 30N

RESOLVED: That the CNH Board approves the Realignment of Region 8 and Division 30 North
[M: Angie Zenteno, D37W LTG | S: Malakai Keawe-Correa, D22M LTG, PASSED]

Thirst Project Update

Provided by Thirst Project Champion Ward Halwani

- Quick update regarding the thirst project within our district
- Pennies for fundraising campaign
 - Not as much donations towards the thirst project as we would've hoped
- Thus, forming a committee to make thirst project a more prominent part of our district
 - Applications are due January 19th

UNICEF Update

Provided by UNICEF Champion Shamak Gowda

- Shamak from D12E
- A strong supporter of UNICEF for many years
- Excited to share
- 4 goals
 - Keeping children healthy, educated, protected, and repected
- Education in Zambia
 - 50% of children in zambia face malnourishment
 - 50% of all people in zambia are below the poverty line
 - Since the 2000s, Zambia has increased the amount of children in school by roughly 1 million
 - The goal of Start Strong Zambia is to keep that initiative going moving forward
 - In the first years of life, more than 1 million neural connections are formed each second, so each second in school missed is a missed opportunity of growth
 - ECD Classrooms
 - Built with environmentally friendly materials
 - Play is also stressed in these ECD classrooms, ensuring the proper growth and development for children
 - Community gardens are also used in these spaces
 - How does it help?
 - \$5 provides one child with materials for education and learning
 - \$19 provides children with quality developmental services
 - How YOU can help!
 - Promote these resources to the division!
 - Host a fundraiser or service project for the division!
 - Invite Shamak to present at a DCM, and allow him to attend any events that you are hosting
 - Participate in UNICEF Spring Forward
 - Hold one of the four main events
 - Fitness-a-thon
 - Read-a-thon
 - Stream-a-thon
 - Talent-a-thon
- If you have any ideas or questions for Shamak, make sure to let him know!

Motion to Amend 2025-2026 District Board Trainings

RESOLVED: That the CNH Board moves to keep the Spring Board Training Conference as an In-person event, assuming the ability to do so.

[M: Samantha Sabinas, D03N LTG | S: Aaron Limb, D16O LTG FAILED]

Motion to Adjourn

RESOLVED: That the CNH Board moves to adjourn the District Board Meeting

[M: Angie Zenteno, D37W LTG, PASSED]

MEETING ADJOURNED AT 3:12 PM PDT

Respectfully Submitted By:



Tak Nishida
District Secretary
2024-2025



Austin Alves
District Governor
2024-2025



Geoff Tobias
District Administrator
2024-2025

APPENDIX A: ATTENDANCE

Attendance for this Board meeting was completed by District Secretary Tak Nishida

EXECUTIVE COMMITTEE

DISTRICT GOVERNOR Austin Alves
DISTRICT SECRETARY Tak Nishida
DISTRICT TREASURER Elizabeth Gilmore
DISTRICT ADMINISTRATOR Geoff Tobias

LIEUTENANT GOVERNORS

DIVISION 2 NORTH Alex Zhao Chen
DIVISION 2 SOUTH Emily Nguyen
DIVISION 3 NORTH Samantha Sabinas
DIVISION 3 SOUTH Jacklyn Song
DIVISION 4 CENTRAL Ian Encarnacion
DIVISION 4 EAST Serena Zhang
DIVISION 4 NORTH Kyle Nguyen
DIVISION 4 SOUTH Sabrina Tran
DIVISION 4 WEST Josh Chang
DIVISION 5 NORTH Shaianne Relucio
DIVISION 5 SOUTH Haley Alberto
DIVISION 7 NORTH Katelynn Nguyen
DIVISION 7 SOUTH Kaylie Estonilo - **EXCUSED**
DIVISION 7 WEST Vanessa Quon
DIVISION 8 EAST Lili Stukas
DIVISION 8 WEST Michelle Han
DIVISION 10 NORTH Brandon Yan
DIVISION 10 SOUTH Oralee Tran
DIVISION 11 Lily Nock
DIVISION 12 EAST Jackie Wei
DIVISION 12 SOUTH Natalie Do
DIVISION 12 WEST Hillary Mai
DIVISION 13 NORTH Anna Tamayo
DIVISION 13 SOUTH Lukas Minkevich
DIVISION 13 WEST Ivy Chieng
DIVISION 14 Prabhleen Kour
DIVISION 15 EAST Joannah Silvestre
DIVISION 15 NORTH Kaori Delacruz
DIVISION 15 SOUTH Charlize Lin
DIVISION 15 WEST Sienna Villalobos
DIVISION 16 EAST David Lara
DIVISION 16 NORTH Jordin Sasha Danaram
DIVISION 16 OASIS Aaron Limb
DIVISION 16 SOUTH Emma Enriquez
DIVISION 16 WEST Taye Sangkhae
DIVISION 18 Melquisedec Uribe
DIVISION 19 NORTH Corey Umamoto
DIVISION 19 SOUTH Emi Do
DIVISION 20 Manya Kumar
DIVISION 21 East Jared Santos - **ABSENT**
DIVISION 21 West Leah Vickery

DIVISION 22 HIKINA Tamara Lum
DIVISION 22 KOMOHANA Rylen Talaro
DIVISION 22 MAKAI Malakai Keawe-Correa
DIVISION 23 Sydney Duong
DIVISION 24/29 Ruben Rosales Solano
DIVISION 26 NORTH Saoirse Hansen
DIVISION 26 SOUTH Katie To
DIVISION 27 NORTH Addis Dzebic
DIVISION 27 SOUTH Michael Angelo Tolentino
DIVISION 28 EAST Jonathon Adler - **EXCUSED**
DIVISION 28 NORTH Alexis Pamintuan
DIVISION 28 SOUTH Tyler Moran
DIVISION 28 WEST Ariel Yeater
DIVISION 30 NORTH Kaitlyn Zhang
DIVISION 30 SOUTH Devin Le
DIVISION 31 VACANT
DIVISION 32 Joanna-Thi Phung
DIVISION 33 Ceana Sierra - **ABSENT**
DIVISION 34 CENTRAL Melody Chen
DIVISION 34 NORTH Rico Tan Chen
DIVISION 34 SOUTH Joey Choi - **ABSENT**
DIVISION 35 EAST Jackie Lin
DIVISION 35 WEST Isabella Cardenas
DIVISION 36 EAST Kayla Pham
DIVISION 36 NORTH Anthony Ludegna
DIVISION 36 WEST Evan Santiago - **ABSENT**
DIVISION 37 EAST Angelina Tran
DIVISION 37 NORTH Dante Nguyen
DIVISION 37 SOUTH Sabina Pedido
DIVISION 37 WEST Angela Zenteno
DIVISION 39 VACANT
DIVISION 42 EAST Suzy Youn
DIVISION 42 WEST Isabella Wedemeyer
DIVISION 43 Jenika Francisco - **ABSENT**
DIVISION 44 NORTH Ashley Kim
DIVISION 44 SOUTH Aaron Dang
DIVISION 44 WEST Jasmine Yosef
DIVISION 45 Avalyn Zigenis
DIVISION 46 NORTH Aarushi Vyas
DIVISION 46 SOUTH Michelle Cisneros
DIVISION 47 Irene Kim

APPOINTED BOARD

DISTRICT NEWS EDITOR Nia Danelia
DISTRICT TECHNOLOGY EDITOR Vera Faith Del Rio
DISTRICT VISUAL MEDIA EDITOR Cassie Nguyen
COMMUNICATIONS AND MARKETING Isabelle Schinzing
DISTRICT CONVENTION Tristan Decious
KIWANIS FAMILY & FOUNDATION Leya Wu
MEMBERSHIP DEVELOPMENT & EDUCATION Rachel An
MEMBERSHIP GROWTH Amelia Gaspar
MEMBER RECOGNITION Sarah Ganiko
POLICY, INTERNATIONAL BUSINESS, & ELECTIONS Carolyn Kao
SERVICE PROJECTS Alice Sar

KIWANIS COMMITTEE

DISTRICT ADMINISTRATOR Geoff Tobias*
ASSISTANT ADMINISTRATOR Marshall Roberson*
ASSISTANT ADMINISTRATOR Patricia Larrigan*
SPECIAL ASSISTANT Marek LeBlanc
SPECIAL ASSISTANT Pete Ballew
DISTRICT SLP DIRECTOR Timothy Cunning
REGION 1 Lisa Watson*
REGION 1 Erika Keppeler*
REGION 3 Kathy Kendrick*
REGION 3 Brian Lai
REGION 4 Interim support by Marek LeBlanc
REGION 5 Hanna Santee*
REGION 6 Marshall Roberson
REGION 7 Doug Ridnor*
REGION 7 Patricia Larrigan
REGION 8 Elsie Nash
REGION 8 Greg Ronkainen

REGION 9 Victor Chan*
REGION 9 Kent Screechfield
REGION 10 Interim support by Patricia Larrigan
REGION 11 Carole Farris*
REGION 12 Anna Kanbara
REGION 13 Lon Salgren
REGION 14 Ayshea Burroughs
REGION 15 Interim Support by Victor Chan and Kent Screechfield
REGION 16 Bruce Mercado*
REGION 16 Nikko Galanosa
REGION 17 Carissa Yen*
REGION 17 Erinn Wong*
REGION 18 Charlene Masuhara*
REGION 18 Joshua Chang*

*Signifies an Executive/Chair/Editor Mentor

GUESTS

CNH KIWANIS GOVERNOR-ELECT Doug Frost
DISTRICT SLP DIRECTOR | Tim Cunning
Kiwanis International President | Lee Kuon Yong & his wife Sien
SAN GABRIEL KIWANIS CLUB | **D10 KIWANIS LTG** Pat Foltyn
GREEN VALLEY KIWANIS CLUB | James Santee
CNH Children's Fund Representative | Dr. Valerie Brown-Klingelhoef
Region 10 Assistant RA | Brent Wingett
Atascadero Kiwanis President | Greg Heath

APPENDIX B: REGION 8 REALIGNMENT

Region 8 Clubs '25-'26		
Division 13 North	Division 13 East	Division 13 South
Artesia	Alexander Hamilton	Browning
Bellflower	Downtown Magnets	Cabrillo
Cerritos	Esperanza College Prep	Jordan
Downey	Girls Academic Leadership A	Lakewood
El Rancho	Larchmont	McBride
Gahr	Lincoln	Milikan
John Glenn	Orthopaedic Hospital Medic	Polytechnic Long Beach
Mayfair		Rancho Dominguez
Norwalk		Sato
Saint Joseph		Saint Anthony
Saint John Bosco		Wilson
Somerset		
Warren		
TOTAL: 13	TOTAL: 7	TOTAL: 11
Division 13 West	Division 19 North	Division 19 South
Bell	CAMS	Ambassador
Burton Tech	Da Vinci	Bishop Montgomery
Huntington Park	El Segundo	Carson
King Drew	Gardena	HARTS
Legacy	Hawthorne	HTPA
Linda Marquez	HMSA	Narbonne
South East	Lawndale	North Torrance
South Gate	Leuzinger	Palos Verdes
	Mira Costa	Palos Verdes Peninsula
	Santa Monica	Redondo
	Saint Monica	San Pedro
	Saint Mary's Academy	Torrance Community
		West
		POLAH
TOTAL: 8	TOTAL: 12	TOTAL: 14

APPENDIX B: REGION 8 REALIGNMENT

Division 30 North
Brea Olinda
Buena Park
California
El Dorado
Fullerton
La Habra
La Mirada
La Serna
Sonora
Sunny Hills
Troy
Valencia
Whittier Christian
13 total clubs